

# **Beta MediaWiki**

## **Application Administrator Guide**

**Center for New Media and Citizen Engagement (CNMCE)**

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## What is MediaWiki?

### General Overview

MediaWiki is a free server program that allows users to actively participate in building the content of a website. The powerful, scalable software is feature-rich, allowing the easy creation and editing of any number of interlinked web pages. MediaWiki is often used to create collaborative websites, to power community websites, for personal note taking, in agency intranets, and in knowledge management systems. Its best-known implementation is the collaborative encyclopedia, *Wikipedia*.

Most wikis serve a specific purpose, and off-topic material can be easily removed by the user community. Open-purpose wikis accept a variety of content without rigid rules as to how the content should be organized and they are rarely used in situations that require restricted access.

### Features

Some of the many features include:

- **Section editing** capability, for editing individual sections of an article (if separated by headlines) instead of loading the entire article.
- An **Edit toolbar** for quick, one-click text format command insertion.
- **Upload control** for both images and sound. Image galleries and thumbnails can be generated with relative ease.
- **Auto-number headings** in an article (optional).
- A subhead-based **table of contents** capability for long articles (optional).
- **Mathematical formula** support using LaTeX syntax.
- **Watchlist**. Every page has a “Watch” link. Use **Special:Watchlist** to track changes in articles of interest; watched articles are also bolded in the **Recent changes** list .
- **User contributions** (in the sidebar of each user page) lists all articles the user has worked on.
- **Talk pages**. Each user and every article has an associated page where messages can be left and dialogues can occur. These are separate namespaces called “**Talk:**”. (See *Namespaces*, page 2.)
- The ability to set **different rights** for anonymous users, signed-in users, sysops, bureaucrats, administrators, and developers.
- **Random article** display function.

Thorough reference manuals for administrators and users are easily accessed through a link on the **Main Page** in the tool that takes you to <http://meta.wikimedia.org/wiki/Help:Contents>. This document is focused on building familiarity with the site’s structure and options.

***TIP:** Because this document is designed as a quick guide, some specific Administrative functions and settings may not be addressed. Please contact the GSA – Citizen Engagement Platform (CEP) Team with any questions.*

MediaWiki provides extremely configurable features for System Administrators that allow control of users, rights, articles, the edit page, namespaces, file uploads, the search engine, and more. For the purposes of this user guide a few of the most commonly used features will be addressed.

### URLs, Themes/Templates, Modifications (MODs), and Upgrades Caution

Certain features of your APPS NOW provisioned MediaWiki are either pre-set or require that modifications be made by the GSA CNMCE Technical Team. Therefore:

- Your URL will look like this: <http://wiki.citizen.apps.gov/yourmediawikiname/>  
At this time, the URL is fixed once the product is provisioned. Future releases may offer more flexibility with Vanity URLs.

***TIP:** Please suggest new, interesting MODs at our [Release Blog](#)*

- You may not install MediaWiki upgrades. This must be done at the host level.
- If you have a technical or functional question regarding the MediaWiki product or have a suggestion to make, use our Online Help Forum.

***TIP:** Submit your question at [MediaWiki Help](#).*



## Getting Started

### Organization

There are three major organizational elements in a MediaWiki installation.

- **Namespaces**, which are major wiki subdivisions that contain pages;
- **Pages**, which have titles and contain the content; and
- **Categories**, which are lists of pages that have something in common.

### Namespaces

The standard installation has sixteen namespaces which can contain user-generated content. The standard namespaces are organized in pairs, with each pair containing a “subject namespace” and a “talk namespace”. Pages in the subject namespace are frequently articles protected from editing, while pages in the discussion namespace can be edited or added to by any confirmed registered user.

All namespaces except *Main* can be identified by the page name prefix, i.e., *User:*, *Help:*, etc. The *Main* namespace does not have a prefix.

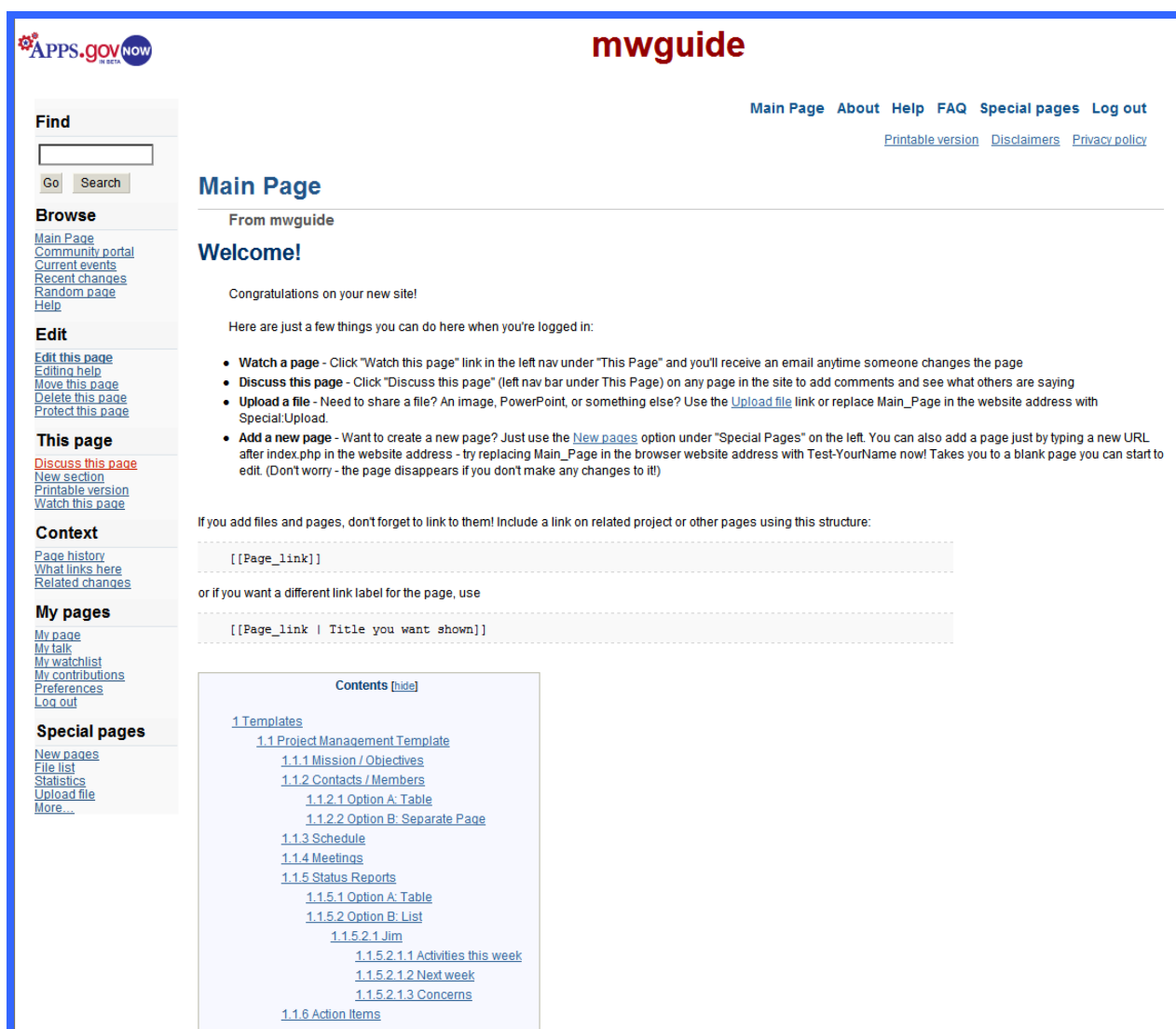
*TIP: Pages can be moved between namespaces simply by changing the prefix part of their title.*

The eight major namespaces, each with an associated talk namespace, are:

- **Main:** This namespace typically contains the bulk of the content pages in a wiki.
- **User:** Each registered user has a corresponding page in the *User:* namespace, which is linked to and from edit histories, watchlists, recent changes, etc. Users can record information about themselves or use the page to test and draft new content.
- **(Your Wiki Name):** This is a content namespace that is normally used for topics related to the operation and development of the wiki.
- **File:** The *File:* namespace is used to store metadata for images, videos, sound files and other media. Each media file has a corresponding page in the File namespace.
- **MediaWiki:** The *MediaWiki:* namespace is used to hold system messages and other important content. The entire namespace is fully protected and can only be edited by administrators.
- **Template:** The *Template:* namespace is designed to hold blocks of text or wikicode that are intended to be used in other pages.
- **Help:** The *Help:* namespace is usually used to hold help files, instructions and 'how-to' guides.
- **Category:** The *Category:* namespace contains dynamic lists of other pages, usually related to each other in some way. You can insert commands at the bottom of a page that will automatically include it in one or more category lists.

*TIP: Pages in the Main namespace cannot have names that start with any of the existing namespace prefixes.*

Namespaces, among other things, allow a separation of content from policy and discussion. They encourage separation of the pages of a wiki into a core set intended for public viewing and private information intended for the editing community.



The screenshot shows the 'mwguide' Main Page. At the top right, there are navigation links: [Main Page](#), [About](#), [Help](#), [FAQ](#), [Special pages](#), and [Log out](#). Below these are links for [Printable version](#), [Disclaimers](#), and [Privacy policy](#). On the left sidebar, there is a 'Find' search box, a 'Browse' section with links like [Main Page](#), [Community portal](#), [Current events](#), [Recent changes](#), [Random page](#), and [Help](#); an 'Edit' section with links like [Edit this page](#), [Editing help](#), [Move this page](#), [Delete this page](#), and [Protect this page](#); a 'This page' section with links like [Discuss this page](#), [New section](#), [Printable version](#), and [Watch this page](#); a 'Context' section with links like [Page history](#), [What links here](#), and [Related changes](#); and a 'My pages' section with links like [My page](#), [My talk](#), [My watchlist](#), [My contributions](#), [Preferences](#), and [Log out](#). Below these is a 'Special pages' section with links like [New pages](#), [File list](#), [Statistics](#), [Upload file](#), and [More...](#). The main content area is titled 'Main Page' and 'Welcome!'. It includes a 'From mwguide' header, a 'Congratulations on your new site!' message, and a list of things to do when logged in:

- Watch a page** - Click "Watch this page" link in the left nav under "This Page" and you'll receive an email anytime someone changes the page
- Discuss this page** - Click "Discuss this page" (left nav bar under This Page) on any page in the site to add comments and see what others are saying
- Upload a file** - Need to share a file? An image, PowerPoint, or something else? Use the [Upload file](#) link or replace Main\_Page in the website address with Special:Upload.
- Add a new page** - Want to create a new page? Just use the [New pages](#) option under "Special Pages" on the left. You can also add a page just by typing a new URL after index.php in the website address - try replacing Main\_Page in the browser website address with Test-YourName now! Takes you to a blank page you can start to edit. (Don't worry - the page disappears if you don't make any changes to it!)

Below this is a section for adding links: 'If you add files and pages, don't forget to link to them! Include a link on related project or other pages using this structure:

```
[[Page_link]]
```

or if you want a different link label for the page, use

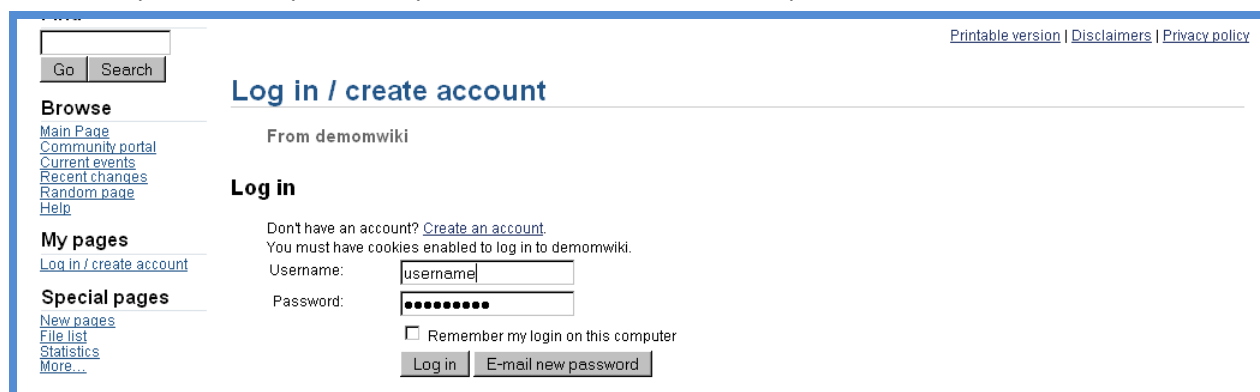
```
[[Page_link | Title you want shown]]
```

At the bottom, there is a 'Contents' section with a 'hide' link. It lists a hierarchy of templates:

- 1 Templates
  - 1.1 Project Management Template
    - 1.1.1 Mission / Objectives
    - 1.1.2 Contacts / Members
      - 1.1.2.1 Option A: Table
      - 1.1.2.2 Option B: Separate Page
    - 1.1.3 Schedule
    - 1.1.4 Meetings
    - 1.1.5 Status Reports
      - 1.1.5.1 Option A: Table
      - 1.1.5.2 Option B: List
        - 1.1.5.2.1 Jim
          - 1.1.5.2.1.1 Activities this week
          - 1.1.5.2.1.2 Next week
          - 1.1.5.2.1.3 Concerns
    - 1.1.6 Action Items

## Main Page and Log in

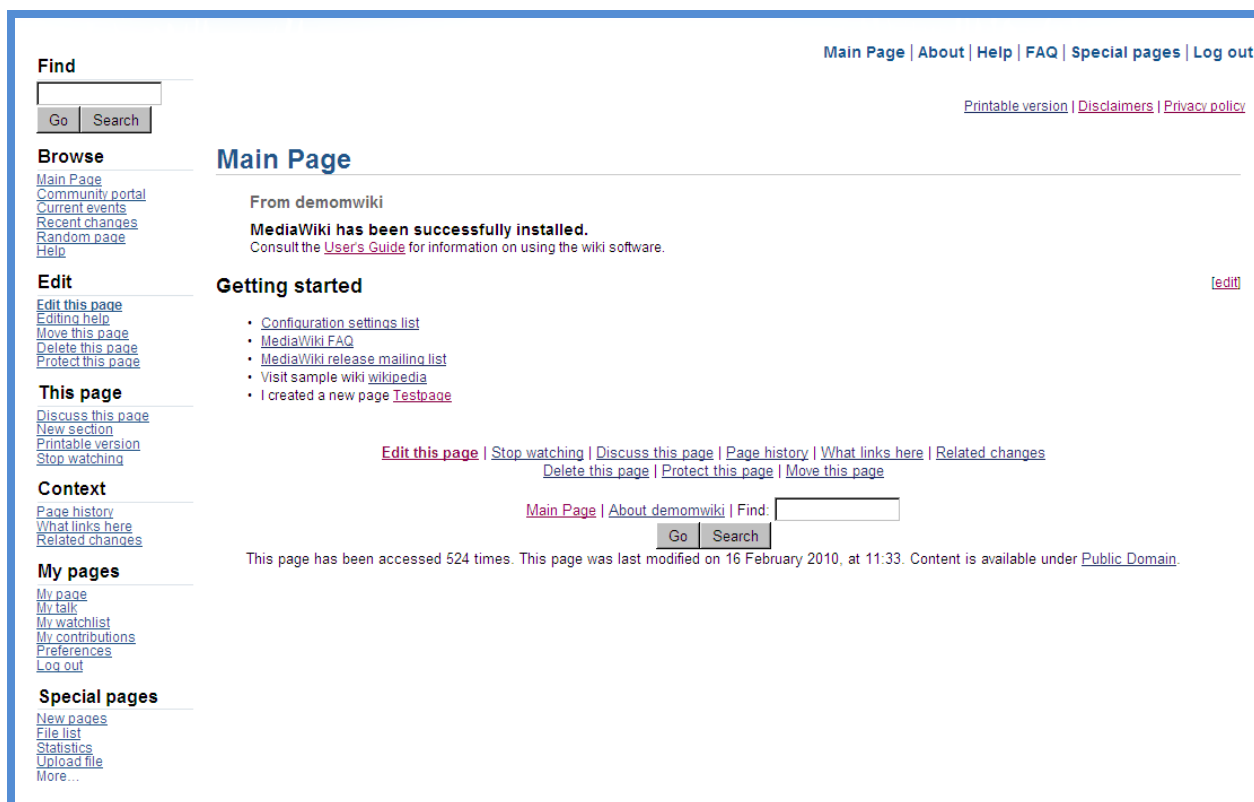
The basic **Main Page** appears when the site first comes up. The "Contents" lists options in an editable project management template that can be viewed by scrolling. Clicking "edit" at the right of any entry will allow you to modify it to suit your needs. Other editable templates will be added in future releases.



The screenshot shows the 'Log in / create account' screen. At the top right, there are links for [Printable version](#), [Disclaimers](#), and [Privacy policy](#). On the left sidebar, there is a 'Browse' section with links like [Main Page](#), [Community portal](#), [Current events](#), [Recent changes](#), [Random page](#), and [Help](#); a 'My pages' section with links like [Log in / create account](#); and a 'Special pages' section with links like [New pages](#), [File list](#), [Statistics](#), and [More...](#). The main content area is titled 'Log in / create account' and 'From demomwiki'. It includes a 'Log in' section with a message: 'Don't have an account? [Create an account](#). You must have cookies enabled to log in to demomwiki.' Below this are fields for 'Username:' and 'Password:', a checkbox for 'Remember my login on this computer', and buttons for 'Log in' and 'E-mail new password'.

Access the Log in screen by clicking one of the two **Log in** links (upper right or lower left). Logging in with your CEP-provided username and password will automatically assign administrative privileges, and you will see the administrator's **Main Page**.

**TIP:** To reset your password go to **Special Pages** (link at the top right of the Main page), then click **Change password** under **Users and rights**. You cannot change your username.



Find

Main Page | About | Help | FAQ | Special pages | Log out

Printable version | Disclaimers | Privacy policy

**Browse**

- Main Page
- Community portal
- Current events
- Recent changes
- Random page
- Help

**Edit**

- Edit this page
- Editing help
- Move this page
- Delete this page
- Protect this page

**This page**

- Discuss this page
- New section
- Printable version
- Stop watching

**Context**

- Page history
- What links here
- Related changes

**My pages**

- My page
- My talk
- My watchlist
- My contributions
- Preferences
- Log out

**Special pages**

- New pages
- File list
- Statistics
- Upload file
- More...

**Main Page**

From demomwiki

**MediaWiki has been successfully installed.**  
Consult the [User's Guide](#) for information on using the wiki software.

**Getting started** [\[edit\]](#)

- [Configuration settings list](#)
- [MediaWiki FAQ](#)
- [MediaWiki release mailing list](#)
- Visit sample wiki [wikipedia](#)
- I created a new page [Testpage](#)

[Edit this page](#) | [Stop watching](#) | [Discuss this page](#) | [Page history](#) | [What links here](#) | [Related changes](#)  
[Delete this page](#) | [Protect this page](#) | [Move this page](#)

[Main Page](#) | [About demomwiki](#) | Find:

This page has been accessed 524 times. This page was last modified on 16 February 2010, at 11:33. Content is available under [Public Domain](#).

## Main Page

In a new MediaWiki installation, the center of the main page offers links to various information pages on the *MediaWiki.org* website, and a link (**User's Guide**) to a technical manual at *meta.wikimedia.org*. As your site adds content, you can configure this page any way you like.

***NOTE:** MediaWiki is installed with the embedded [Help](#) pages empty. The administrator must create content for them, or copy and insert any desired information from the *MediaWiki Manual*. (see [Appendix A: Useful Links, page 20](#)).*

The page also has links in several places that will instantly take you to any page in the wiki.

- **Left Sidebar:** Contains the main navigation tools, some of which are duplicated in the other menus. The navigation options will change somewhat depending on the page that is being viewed.
- **Upper Right Navigation Menu:** Links to various site-specific pages, and a **Special pages** link that opens a screen with links to view all the pages in the site.

***TIP:** [Special pages](#) links to the same page as [More](#) at the bottom of the left sidebar.*

- **Bottom Center Toolbox:** A menu of tasks that will change as you browse the wiki, displaying links appropriate to the page you are viewing. On an article page, for example, the Toolbox can display a printable version of the article. When a user page is displayed, the Toolbox will contain a link for emailing that user.
- **Search Box:** The **Search** button operates like a regular search engine, producing a list of articles that match your keywords. The **Go** button jumps directly to a relevant article.

***TIP:** If [Search](#) can't find an article associated with the keyword, you are offered the opportunity to create one. This is also the starting point for adding a new page. (See [Create New Page, page 7](#).)*

MediaWiki is designed to be a relatively open collaborative tool. Normally, by default, email-confirmed registered users can edit, add content, create pages, and perform many administrative functions. Anonymous and unconfirmed registered users are usually limited to read-only access, and see a more limited set of menu options.

After the initial login (or after creating an account) it is recommended that you first set preferences.

## Preferences

### User Profile

When you click any **Preferences** link the **User Profile** page appears first. Here you can enter your basic user information, add an email address, choose a signature to be used on contributions, change your password, and select email options. There are also links to nine other pages that contain various appearance and functionality preference settings, including one that allows you to preset the namespaces that will be automatically searched by the Search function.

***TIP:** When making changes to any page, whether entering information, editing an article or writing in a discussion window, be sure to hit the **Save** button at the bottom or the changes will be lost.*

[Main Page](#) | [About](#) | [Help](#) | [FAQ](#) | [Special pages](#) | [Log out](#)

**Find**

[Printable version](#) | [Disclaimers](#) | [Privacy policy](#)

---

**Browse**

[Main Page](#)  
[Community portal](#)  
[Current events](#)  
[Recent changes](#)  
[Random page](#)  
[Help](#)

**My pages**

[My page](#)  
[My talk](#)  
[My watchlist](#)  
[My contributions](#)  
[Preferences](#)  
[Log out](#)

**Special pages**

[New pages](#)  
[File list](#)  
[Statistics](#)  
[More...](#)

## Preferences

From demomwiki

- [User profile](#)
- [Quickbar](#)
- [Skin](#)
- [Files](#)
- [Date and time](#)
- [Editing](#)
- [Recent changes](#)
- [Watchlist](#)
- [Search](#)
- [Misc](#)

### User profile

Username: Adm demomwiki  
 User ID: 1

Member of groups: [Administrators](#), [Autoconfirmed users](#), [Bureaucrats](#), [Users](#), emailconfirmed  
([User group rights](#))

Number of edits: 39

Real name:

Real name is optional. If you choose to provide it, this will be used for giving you attribution for your work.

E-mail:

E-mail address is optional, but allows a new password to be e-mailed to you if you forget your password. You can also choose to let others contact you through your user or talk page without needing to reveal your identity.

Signature:

☐ Treat signature as wikitext (without an automatic link)

Gender:

Optional: used for gender-correct addressing by the software. This information will be public.

Language:

### Change password

- [Change password](#)

### E-mail

Your e-mail address was authenticated on 10 December 2009 at 17:25.

☐ E-mail me when a page on my watchlist is changed

☒ E-mail me when my user talk page is changed

☐ E-mail me also for minor edits of pages

☒ Enable e-mail from other users

☐ Send me copies of e-mails I send to other users

**Note -** After saving, you may have to bypass your browser's cache to see the changes. **Mozilla / Firefox / Safari:** hold *Shift* while clicking *Reload*, or press either *Ctrl-F5* or *Ctrl-R* (*Command-R* on a Macintosh); **Konqueror:** click *Reload* or press *F5*; **Opera:** clear the cache in *Tools → Preferences*; **Internet Explorer:** hold *Ctrl* while clicking *Refresh*, or press *Ctrl-F5*.

[Main Page](#) | [About demomwiki](#) | Find:

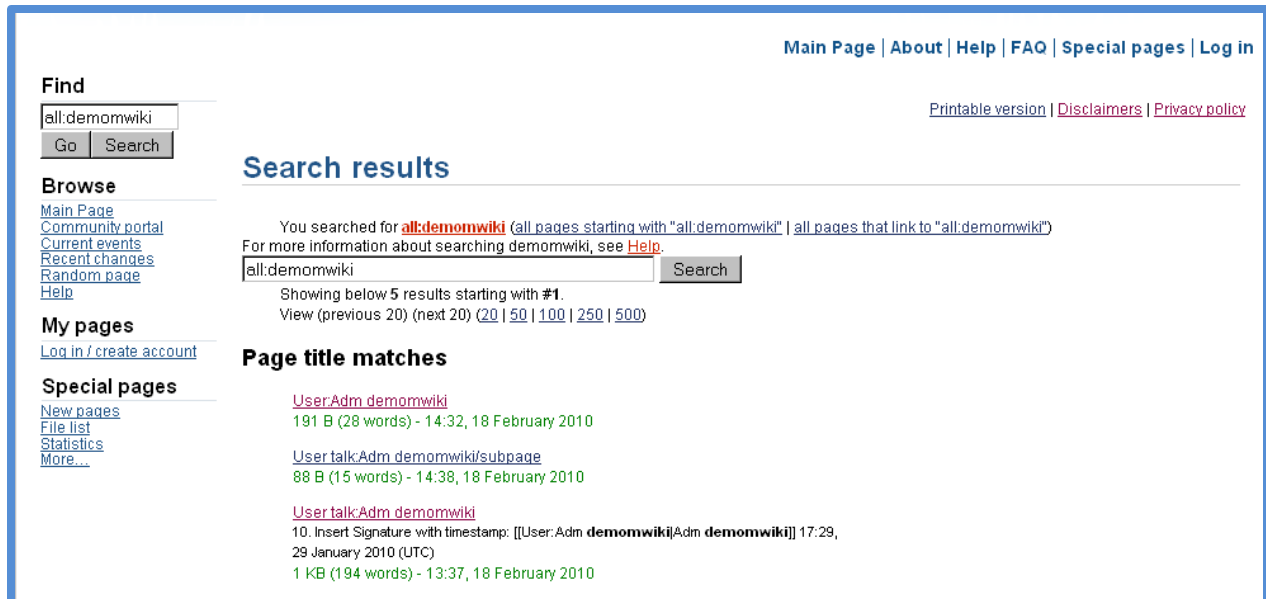
## Left Sidebar

The Left Sidebar on the Main Page contains all the links necessary to perform the basic MediaWiki functions, which include:

- Searching the site;
- Creating new pages;
- Editing and discussing pages;
- Uploading files; and
- Accessing a wide range of data about the site.

***TIP:** Under **Quickbar** in the Preferences menu, you can change the location of the sidebar. This is not recommended.*

This guide will cover some of the major functional areas.



The screenshot shows the MediaWiki search results page. At the top right, there are navigation links: [Main Page](#) | [About](#) | [Help](#) | [FAQ](#) | [Special pages](#) | [Log in](#). Below these are links for [Printable version](#), [Disclaimers](#), and [Privacy policy](#). On the left sidebar, under the 'Find' section, there is a search box containing 'all:demomwiki' and buttons for 'Go' and 'Search'. Below the search box are links for 'Browse' (Main Page, Community portal, Current events, Recent changes, Random page, Help) and 'My pages' (Log in / create account). Under 'Special pages', there are links for New pages, File list, Statistics, and More... The main content area is titled 'Search results' and shows the search query 'all:demomwiki'. It indicates that 5 results are shown, starting with #1. The results are listed under the heading 'Page title matches' and include:
 

- [User:Adm demomwiki](#) (191 B (28 words) - 14:32, 18 February 2010)
- [User talk:Adm demomwiki/subpage](#) (88 B (15 words) - 14:38, 18 February 2010)
- [User talk:Adm demomwiki](#) (1 KB (194 words) - 13:37, 18 February 2010)

 The last result includes a signature timestamp: 10. Insert Signature with timestamp: [[User:Adm demomwiki|Adm demomwiki]] 17:29, 29 January 2010 (UTC).

## Search

The quickest way to find information in MediaWiki is to look it up directly. At the top of the left menu there is a **find** box with buttons under it labeled **Go** and **Search**.

With a keyword entered in the searchbox:

- **Go** - (or *Enter* on keyboard) will take you automatically to an article, if it exists.
- **Search** - will search the text of all pages in the main namespace. (Typing *All:* in front of your search term will broaden the scope to other namespaces.)

Searches are not case-sensitive, and even if you enter a phrase the function will search for instances of each word individually.

***TIP:** By default, only the main namespace will be searched. Logged-in users can specify the namespaces to be searched automatically by selecting and deselecting boxes in the **Search** section of user preferences.*

If the page you were looking for does not exist, you will be presented with a list of articles with text that matches your search criteria (or a message that no matches were found), and you will be given the opportunity to create a new page (see *Create New Page*, page 7).

***TIP:** If you click the **Search** button without entering anything in the box, you will be taken to **Special:Search** which offers advanced searching options (also available from any search results list).*



Find

Go Search

Main Page | About | Help | FAQ | Special pages | Log in

Printable version | Disclaimers | Privacy policy

**Browse**

[Main Page](#)  
[Community portal](#)  
[Current events](#)  
[Recent changes](#)  
[Random page](#)  
[Help](#)

**My pages**

[Log in / create account](#)

**Special pages**

[New pages](#)  
[File list](#)  
[Statistics](#)  
[More...](#)

**All pages**

From demomwiki

All pages

Display pages starting at:

Display pages ending at:

Namespace:  Go

[CEP Operations - Definitions](#)  
[Main Page](#)  
[Testpage](#)

[Operations Main Page](#)  
[a new page](#)  
[page2](#)

[Create page](#)  
[Raleev's test page](#)

[Previous page \(CEP Operations - Definitions\)](#)

about demomwiki | Find:

Go Search

## Special:Allpages

MediaWiki does not offer a way to generate a list of all pages on the entire site, but if you type *Special:Allpages* in the **Find** box and click **Go**, you can then select a namespace from the drop-down menu and see all pages resident in that space.

Find

Go Search

Main Page | About | Help | FAQ | Special pages | Log out

Printable version | Disclaimers | Privacy policy

**Browse**

[Main Page](#)  
[Community portal](#)  
[Current events](#)  
[Recent changes](#)  
[Random page](#)  
[Help](#)

**My pages**

[My page](#)  
[My talk](#)  
[My watchlist](#)  
[My contributions](#)  
[Preferences](#)  
[Log out](#)

**Special pages**

[New pages](#)  
[File list](#)  
[Statistics](#)  
[Upload file](#)  
[More...](#)

**Search results**

You searched for **Make a new page** (all pages starting with "Make a new page" | all pages that link to "Make a new page")

For more information about searching demomwiki, see [Help](#).

Search

**No page text matches**

Note: Only some namespaces are searched by default. Try prefixing your query with *all:* to search all content (including talk pages, templates, etc), or use the desired namespace as prefix.

Advanced search

Search in namespaces:

<input checked="" type="checkbox"/> (Main)	<input type="checkbox"/> Talk	<input type="checkbox"/> File	<input type="checkbox"/> File talk	<input type="checkbox"/> Help	<input type="checkbox"/> Help talk
<input type="checkbox"/> User	<input type="checkbox"/> User talk	<input type="checkbox"/> MediaWiki	<input type="checkbox"/> MediaWiki talk	<input type="checkbox"/> Category	<input type="checkbox"/> Category talk
<input type="checkbox"/> demomwiki	<input type="checkbox"/> demomwiki talk	<input type="checkbox"/> Template	<input type="checkbox"/> Template talk		

☐ List redirects

Search for

[Main Page](#) | [About demomwiki](#) | Find:

Go Search

## Create New Page

To create a new page, enter a name or topic into the **Find** box at the upper left and click **Search**. If the page does not already exist, you will see the screen above. The non-existent page name will be highlighted in red. Clicking the name generates a screen where you can create the new page.

[Main Page](#) | [About](#) | [Help](#) | [FAQ](#) | [Special pages](#) | [Log out](#)

[Printable version](#) | [Disclaimers](#) | [Privacy policy](#)

**Find**

**Browse**  
[Main Page](#)  
[Community portal](#)  
[Current events](#)  
[Recent changes](#)  
[Random page](#)  
[Help](#)

**Edit**  
[Create this page](#)  
[Editing help](#)  
[Move this page](#)

## Make a new page

From demomwiki

There is currently no text in this page. You can [search for this page title](#) in other pages, [search the related logs](#), or [edit this page](#).

[Create this page](#) | [Watch this page](#) | [Discuss this page](#) | [Page history](#) | [What links here](#) | [Related changes](#)

[Main Page](#) | [About demomwiki](#) | Find:

This screen presents a message saying , “There is currently no text in this page.” Clicking **Create this page** opens an edit window with the new page title.

***TIP:** A page is not technically created, even though there is a searchable title, until text has been entered and the page has been saved. You can then even re-edit the page and delete all the text and the page will still exist.*

[Main Page](#) | [About](#) | [Help](#) | [FAQ](#) | [Special pages](#) | [Log out](#)

[Printable version](#) | [Disclaimers](#) | [Privacy policy](#)

**Find**

**Browse**  
[Main Page](#)  
[Community portal](#)  
[Current events](#)  
[Recent changes](#)  
[Random page](#)  
[Help](#)

**My pages**  
[My page](#)  
[My talk](#)  
[My watchlist](#)  
[My contributions](#)  
[Preferences](#)  
[Log out](#)

**Special pages**  
[New pages](#)  
[File list](#)  
[Statistics](#)  
[Upload file](#)  
[More...](#)

## Editing Make a new page

From demomwiki

You have followed a link to a page that does not exist yet.  
 To create the page, start typing in the box below (see the [help page](#) for more info).  
 If you are here by mistake, click your browser's **back** button.

After text has been entered (see *Edit/Discuss Pages*, page 9 and *Formatting*, page 10), click **Save page** at the bottom of the screen and the new page will be visible (see below).

[Main Page](#) | [About](#) | [Help](#) | [FAQ](#) | [Special pages](#) | [Log out](#)

[Printable version](#) | [Disclaimers](#) | [Privacy policy](#)

**Find**

**Browse**  
[Main Page](#)  
[Community portal](#)  
[Current events](#)  
[Recent changes](#)  
[Random page](#)  
[Help](#)

**Edit**  
[Edit this page](#)  
[Editing help](#)  
[Move this page](#)  
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## Make a new page

From demomwiki

test text test text test text test text test text test text test text

[Edit this page](#) | [Watch this page](#) | [Discuss this page](#) | [Page history](#) | [What links here](#) | [Related changes](#)  
[Delete this page](#) | [Protect this page](#) | [Move this page](#)

[Main Page](#) | [About demomwiki](#) | Find:

This page was last modified on 16 February 2010, at 18:50. Content is available under [Public Domain](#).

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## Editing User talk:Adm demomwiki

From demomwiki

B

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Ab

A

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Clicking on "'Edit this page'" or "'Discuss this page'" opens an edit window. The actual appearance does not show in the edit window.

```
[[File:Format_Text_Buttons.png|center]]
```

Button functions from left to right are below:

1. Bold text: **''Bold text''**
2. Italic text: *''Italic text''*
3. Internal link: [[Link title]]
4. External link: [http://www.example.com link title]
5. Level 2 headline:

```
== Headline text ==
```
6. Embed a file:[[File:Example.jpg]] NOTE: the file must be previously uploaded.  
(thumbnail example below, with caption--Command structure: [[double bracket]]  
File:Statistics.png|thumb|center|Statistics screen|double bracket)

## Edit/Discuss Pages

Clicking on **Edit this page** (if the page is not protected, see *Page Protection*, page 17) or **Discuss this page** opens an edit window where text can be entered and formatted (see *Formatting*, page 10), image or media files can be embedded or linked (see *Uploads*, page 11), or various commands can be inserted.

## Preview

As you enter and format text you can see what the final result will look like by clicking **Show preview** at the bottom of the page. A preview window will appear above the edit box (see below).

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## Editing User:Adm demomwiki

From demomwiki

Preview

Remember that this is only a preview. Your changes have not yet been saved!

Clicking on **Edit this page** opens an edit window. Here you can enter or paste your text, add uploaded files, or edit and make additions to existing material on the page. The edit page has a set of 11 quick formatting tools that insert command codes to control the text's appearance or function when the page is viewed. The actual appearance does not show in the edit window.

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Button functions from left to right are below:

1. Bold text: **Bold text**
2. Italic text: *Italic text*
3. Internal link: [[Link title]]
4. External link: [http://www.example.com link title]
5. Level 2 headline:

```
== Headline text ==
```
6. Embed a file:  
(thumbnail example, with caption) Command structure: [[double bracket]]  
File:Statistics.png|thumb|center|Statistics screen|double bracket

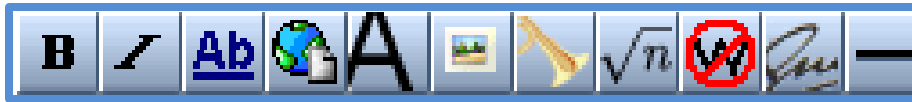
After finishing your edit or discussion comment, be sure to click **Save** or all changes will be lost.

10/8/201011:59:57 AM

9

## Formatting

Text formatting is done in a language called wiki markup, and involves inserting specialized codes in the edit window that will produce a particular look on the viewed page.

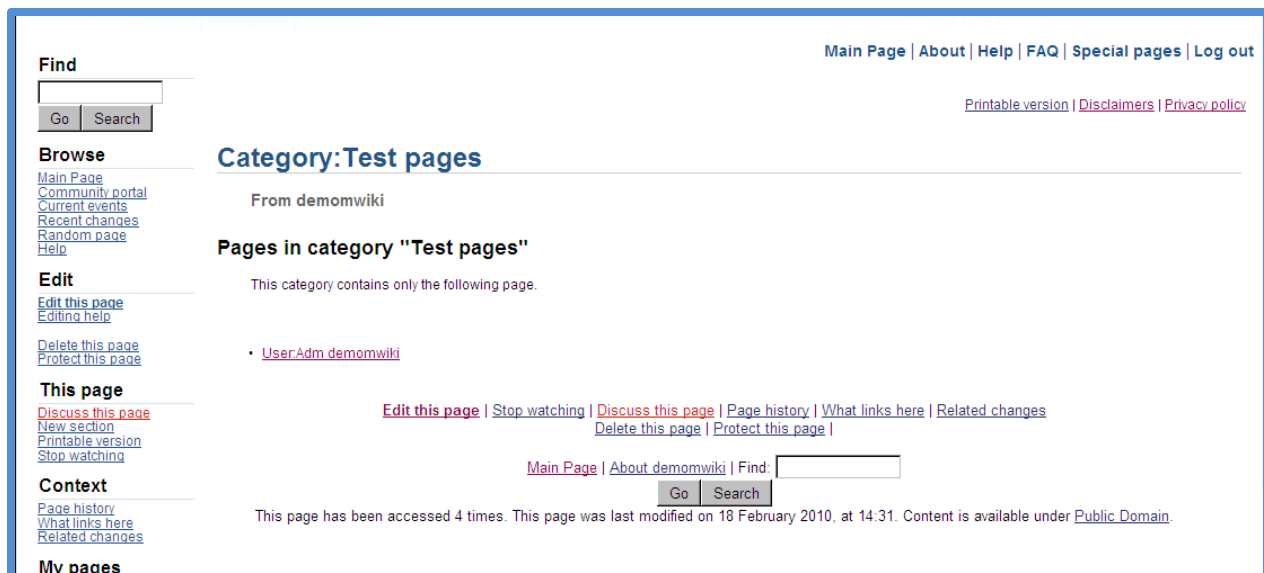


Easy basic formatting can be accomplished by using the 11 buttons at the top of the edit window. Clicking on the tools automatically inserts command codes that will change text's appearance or function when the page is viewed, but only the formatting codes will show in the edit window.

Button functions from left to right are:

- Bold text
- Italic text
- Internal link
- External link
- Level 2 headline
- Embedded file
- File link
- Mathematical formula
- Ignore wiki formatting
- Insert signature with timestamp
- Insert horizontal line

A fully detailed explanation of wiki markup formatting commands, in table form, can be found at <http://www.mediawiki.org/wiki/Help:Formatting>, and a Wikipedia formatting Cheatsheet can be seen in *Appendix B: Wikipedia Formatting Cheatsheet*, page 21.



Find Main Page | About | Help | FAQ | Special pages | Log out

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**Edit**

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- [Delete this page](#)
- [Protect this page](#)

**This page**

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- [New section](#)
- [Printable version](#)
- [Stop watching](#)

**Context**

- [Page history](#)
- [What links here](#)
- [Related changes](#)

**Mv pages**

## Category:Test pages

From demomwiki

**Pages in category "Test pages"**

This category contains only the following page.

- [User:Adm demomwiki](#)

[Edit this page](#) | [Stop watching](#) | [Discuss this page](#) | [Page history](#) | [What links here](#) | [Related changes](#)  
[Delete this page](#) | [Protect this page](#)

[Main Page](#) | [About demomwiki](#) | Find:  Go Search

This page has been accessed 4 times. This page was last modified on 18 February 2010, at 14:31. Content is available under [Public Domain](#).

## Categories

The *Category* namespace contains dynamic lists of other pages, and is useful for grouping pages by topic or genre. You can insert a command, `[[Category:NAME]]`, at the bottom of the edit window that won't show when the page is viewed, but will automatically include it in an alphabetized category list—as well as generate a link that will appear in the upper right. A page can be assigned to multiple categories.

***TIP:** A page called `Category:[NAME]` must have been previously created for this command to work.*

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## Upload file

From demomwiki

Use the form below to upload files. To view or search previously uploaded files go to the [list of uploaded files](#). (re)uploads are also logged in the [upload log](#), deletions in the [deletion log](#).

To include a file in a page, use a link in one of the following forms:

- `[[File:File.jpg]]` to use the full version of the file
- `[[File:File.png|200px|thumb|left|alt text]]` to use a 200 pixel wide rendition in a box in the left margin with 'alt text' as description
- `[[Media:File.ogg]]` for directly linking to the file without displaying the file

Upload file

Source filename:

Browse...

Maximum file size:

2 MB

Permitted file types:

png, gif, jpg, jpeg, doc, xls, mpp, pdf, ppt, tiff, bmp, docx, xlsx, pptx, ps.

Destination filename:

Summary:

☐ Watch this file
 ☐ Ignore any warnings

Upload file

## Uploads

You can insert images or other media into the edit window as full versions, thumbnails, or links by first uploading the files to the wiki and then using the relevant commands. The **Upload file** link at the bottom of the left menu brings up the screen above. Browse for a file, use either the default destination name or a custom one, enter a description if you like, and then clicking **Upload file** (types: *gif*, *jpg*, *jpeg*, *ogg* or *png*) automatically creates an information page in the **File** namespace.

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## File:Format Text Buttons.png

From demomwiki

- [File](#)
- [File history](#)
- [File links](#)

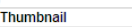


No higher resolution available.  
 Format\_Text\_Buttons.png (255 × 25 pixels, file size: 5 KB, MIME type: image/png)

### File history

Click on a date/time to view the file as it appeared at that time.

(Latest | Earliest) View (newer 50) (older 50) (20 | 50 | 100 | 250 | 500)

		Date/Time	Thumbnail	Dimensions	User	Comment
<a href="#">delete</a>	<a href="#">current</a>	12:26, 16 February 2010		255×25 (5 KB)	<a href="#">Adm demomwiki</a> ( <a href="#">Talk</a>   <a href="#">contribs</a>   <a href="#">block</a> )	

(Latest | Earliest) View (newer 50) (older 50) (20 | 50 | 100 | 250 | 500)

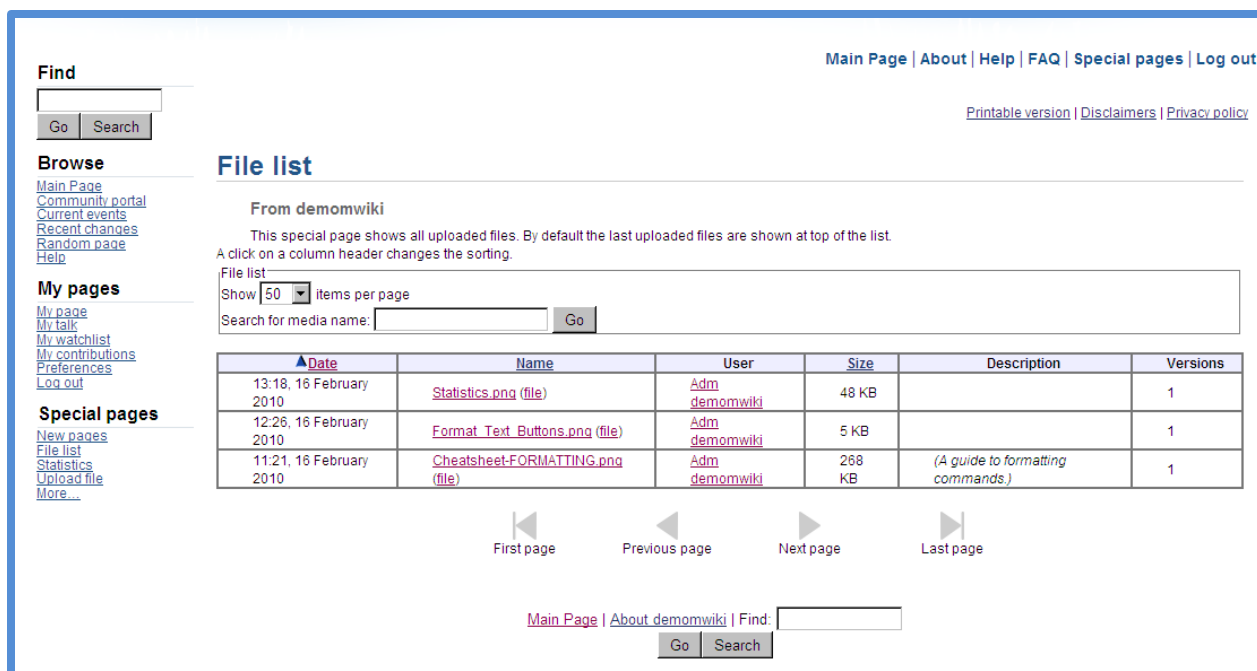
- [Upload a new version of this file](#)
- [Edit this file using an external application](#) (See the [setup instructions](#) for more information)

### File links

The following page links to this file:

- [Testpage2](#)

Clicking **File list** (under **Special pages**) in the left menu will display a list of all uploaded files (see below). These files can then be embedded, linked to, or searched for.



The screenshot shows the MediaWiki File list page. At the top right, there are links: [Main Page](#) | [About](#) | [Help](#) | [FAQ](#) | [Special pages](#) | [Log out](#). Below these are links for [Printable version](#) | [Disclaimers](#) | [Privacy policy](#). On the left sidebar, there is a 'Find' search box, a 'Browse' section with links like [Main Page](#), [Community portal](#), [Current events](#), [Recent changes](#), [Random page](#), and [Help](#); a 'My pages' section with links like [My page](#), [My talk](#), [My watchlist](#), [My contributions](#), [Preferences](#), and [Log out](#); and a 'Special pages' section with links like [New pages](#), [File list](#) (highlighted), [Statistics](#), [Upload file](#), and [More...](#). The main content area is titled 'File list' and includes a sub-header 'From demomwiki'. It states: 'This special page shows all uploaded files. By default the last uploaded files are shown at top of the list. A click on a column header changes the sorting.' Below this is a 'File list' section with a 'Show' dropdown set to '50' items per page and a 'Search for media name:' input field with a 'Go' button. A table follows with columns: **Date**, **Name**, **User**, **Size**, **Description**, and **Versions**. The table contains three rows of file information. At the bottom of the table are navigation buttons: 'First page', 'Previous page', 'Next page', and 'Last page'. At the very bottom, there is a search bar with 'Main Page | About demomwiki | Find:' and 'Go' and 'Search' buttons.

Date	Name	User	Size	Description	Versions
13:18, 16 February 2010	<a href="#">Statistics.png (file)</a>	<a href="#">Adm demomwiki</a>	48 KB		1
12:26, 16 February 2010	<a href="#">Format Text Buttons.png (file)</a>	<a href="#">Adm demomwiki</a>	5 KB		1
11:21, 16 February 2010	<a href="#">Cheatsheet-FORMATTING.png (file)</a>	<a href="#">Adm demomwiki</a>	268 KB	(A guide to formatting commands.)	1

## Embed or Link a File

In the edit window, place the cursor where you would like an image to appear.

Click on the **Embedded image** icon in the middle of the editing tool bar, which will insert the command syntax `[[File:example.jpg]]`.

Keeping the *File:* prefix, change *example.jpg* to the exact name (including file type, i.e., jpg, gif, png, etc.) of the uploaded image by overtyping (or copying-and-pasting from the File list), and the image will appear in the page after you click **Save**.

Preferred formats are:

- JPEG for photographic images with millions of colors and shades;
- PNG for fixed-color pixelated images such as icons;
- SVG for structured drawings or logos; and
- OGG for audio.

***Note:** In addition to embedding an image, you can create a thumbnail (and predefine the size in [Preferences](#)), add a caption, insert a link to the file, and control many other variables by adding appropriate commands in the edit window. For detailed information on command syntax, see <http://www.mediawiki.org/wiki/Help:Images#Format>*

You can also add text files, such as PDFs, Word documents, or Excel spreadsheets, links to other wiki pages, or add external links to websites or media files.

***TIP:** Wiki markup uses the pipestem character ("|") to define individual commands in command strings.*

Some command structures for including various file types in a page are:

- Default thumbnail with caption: `[[File:NAME.TYPE|thumb|CAPTION TEXT]]`
- Internal page link: `[[FULL PAGE NAME]]`

Uploaded files appear in the **Recent Changes** list, and are also logged on **Special:Log/upload**.

For more detailed information, go to <http://www.mediawiki.org/wiki/Help:Links>.

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## Log in / create account

From demomwiki

### Create account

Already have an account? [Log in.](#)

Username:

Password:

Retype password:

E-mail:

E-mail address is optional, but allows a new password to be e-mailed to you if you forget your password. You can also choose to let others contact you through your user or talk page without needing to reveal your identity.

Real name:

Real name is optional. If you choose to provide it, this will be used for giving you attribution for your work.

☐ Remember my login on this computer

## Create an Account

While most pages in the wiki can be read by anyone, a user must create an account to gain the privileges of editing, commenting, and managing pages. Registering with just a username and password will automatically generate a page in the User namespace called *User:YOURUSERNAME* (see below).

Although the page can be viewed, no text can be entered (which is necessary to actually “create” the page), and no editing privileges are granted, until the registration is confirmed. An email exchange is required to become a *confirmed* registered user.

***TIP:** Even though the account creation window says that the email address is optional, an email address **MUST** be entered to make a registration official.*

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## User:Adm demomwiki

From demomwiki

There is currently no text in this page. You can [search for this page title](#) in other pages, [search the related logs](#), or [edit this page](#).

[Create this page](#) | [Watch this page](#) | [Discuss this page](#) | [Page history](#) | [What links here](#) | [Related changes](#) | [User contributions](#) | [E-mail this user](#)

[Main Page](#) | [About demomwiki](#) | Find:

## My Page

After successfully registering, clicking **My page** in the left menu brings up the page with your username. **Create this page** is highlighted, and clicking that will bring up the edit window (see *Create New Page*, page 7).

The personal page is usually used for profile-type information, or as a sandbox-style test bed for new text or commentary. Like all other pages in the wiki, clicking **Discuss this page** will open a Talk page.

## Tracking and Administration

MediaWiki contains numerous ways to track and present information about the site. The software stores a copy of every version of every page in the database, and can generate reports sorted by almost any criteria.

While the wiki, by default, is not designed to be very restrictive, it does offer some simple administrative tools to manage access at both the group and individual user levels. (See *Appendix D: User Group Rights*, page 23).

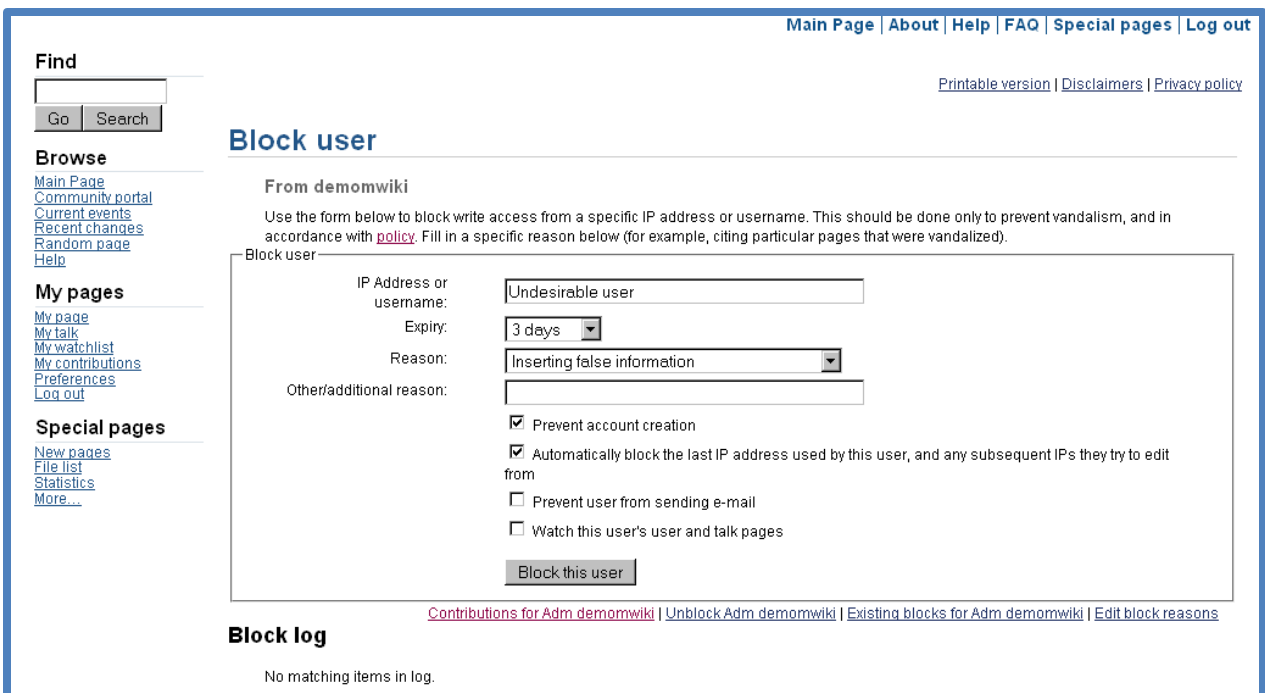


The screenshot shows the 'User contributions' page for the user 'Adm demomwiki'. The page includes a search bar at the top left with 'Find' and 'Go' buttons. A sidebar on the left contains links for 'Browse' (Main Page, Community portal, Current events, Recent changes, Random page, Help) and 'My pages' (My page, My talk, My watchlist, My contributions, Preferences, Log out). The main content area has a header with navigation links: 'Main Page | About | Help | FAQ | Special pages | Log out'. Below this is a 'Printable version | RSS | Atom | Disclaimers | Privacy policy' link. The page title is 'User contributions'. A sub-header reads 'For [Adm demomwiki](#) ([Talk](#) | [block](#) | [block log](#) | [logs](#) | [Deleted user contributions](#) | [User rights management](#))'. A search box contains 'Search for contributions' and options to 'Show contributions of new accounts only' or 'IP Address or username: Adm demomwiki'. It also has 'Namespace: all' and 'From year (and earlier):' and 'From month (and earlier): all' fields, with a 'Search' button. Below the search box are view options: '(Latest | Earliest) View (newer 50 | older 50) (20 | 50 | 100 | 250 | 500)'. A list of contributions follows, including links to 'File:Statistics.png' and 'File:Format Text Buttons.png'.

### User Contributions

Clicking **My contributions** in the left menu opens the *User contributions* page. From here, you can not only view the activity of any user on a page-by-page basis, sorted by date and time, but you also have access to a new set of links at the top of the page that offer several administrative control functions.

***TIP:** All of these administrative functions, plus many others such as [Preferences](#) and [Password reset](#), can be accessed in the [Users and Rights](#) section of [Special Pages](#). Access this by clicking either [Special pages](#) (upper right), or [More](#) (bottom left). See [Appendix C: Special Pages](#), page 22 for a full list.*



The screenshot shows the 'Block user' page. The top navigation bar includes 'Main Page | About | Help | FAQ | Special pages | Log out'. A sidebar on the left contains links for 'Find', 'Browse', 'My pages', and 'Special pages'. The main content area has a header with 'Printable version | Disclaimers | Privacy policy'. The page title is 'Block user'. A sub-header reads 'From demomwiki'. Below this is a paragraph explaining the purpose of the form: 'Use the form below to block write access from a specific IP address or username. This should be done only to prevent vandalism, and in accordance with [policy](#). Fill in a specific reason below (for example, citing particular pages that were vandalized).'. The form itself has fields for 'IP Address or username:' (containing 'Undesirable user'), 'Expiry:' (set to '3 days'), 'Reason:' (set to 'Inserting false information'), and 'Other/additional reason:'. There are four checkboxes: 'Prevent account creation' (checked), 'Automatically block the last IP address used by this user, and any subsequent IPs they try to edit from' (checked), 'Prevent user from sending e-mail' (unchecked), and 'Watch this user's user and talk pages' (unchecked). A 'Block this user' button is at the bottom. Below the form are links: '[Contributions for Adm demomwiki](#) | [Unblock Adm demomwiki](#) | [Existing blocks for Adm demomwiki](#) | [Edit block reasons](#)'. The page title 'Block log' is shown, followed by 'No matching items in log.'

### Block

Clicking **Block** brings up the *Block user* screen. User access can be blocked in several ways, or marked to watch, by either name or IP address.



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## All public logs

From demomwiki

Combined display of all available logs of demomwiki. You can narrow down the view by selecting a log type, the user name (case-sensitive), or the affected page (also case-sensitive).

Logs

User: 
 Title: 
☐ Search titles starting with this text

From year (and earlier): 
 From month (and earlier):

(Latest | Earliest) View (newer 50) (older 50) ([20](#) | [50](#) | [100](#) | [250](#) | [500](#))

- 14:07, 16 February 2010 [Adm demomwiki](#) ([Talk](#) | [contribs](#) | [block](#)) Deleted user: Username2 (21)
- 14:07, 16 February 2010 [Adm demomwiki](#) ([Talk](#) | [contribs](#) | [block](#)) User Username2 (21) merged to Anonymous (0)
- 13:18, 16 February 2010 [Adm demomwiki](#) ([Talk](#) | [contribs](#) | [block](#)) uploaded "[File:Statistics.png](#)"
- 12:26, 16 February 2010 [Adm demomwiki](#) ([Talk](#) | [contribs](#) | [block](#)) uploaded "[File:Format Text Buttons.png](#)"
- 11:21, 16 February 2010 [Adm demomwiki](#) ([Talk](#) | [contribs](#) | [block](#)) uploaded "[File:Cheatsheet-FORMATTING.png](#)" (*A guide to formatting commands.*)
- 19:09, 2 February 2010 [Adm demomwiki](#) ([Talk](#) | [contribs](#) | [block](#)) deleted "[Sldgroup](#)" (content was: "[\\$wgGroupPermissions](#)["[<sidgroup>](#)"]["[read/edit/delete](#)"]=[true](#);" (and the only contributor was "[Adm demomwiki](#)") ([view](#)/[restore](#))
- 22:02, 7 January 2010 [Adm demomwiki](#) ([Talk](#) | [contribs](#) | [block](#)) created new account [User:Michellewiki](#) ([Talk](#) | [contribs](#) | [block](#))
- 20:44, 7 January 2010 [Adm demomwiki](#) ([Talk](#) | [contribs](#) | [block](#)) changed protection level for "[Testpage2](#)" [[edit=sysop](#)] (expires 20:44, 8 January 2010 (UTC)) [[move=sysop](#)] (expires 20:44, 8 January 2010 (UTC)) ([hist](#) | [change](#))
- 20:37, 7 January 2010 [Adm demomwiki](#) ([Talk](#) | [contribs](#) | [block](#)) protected "[Testpage2](#)" [[edit=sysop](#)] (expires 21:37, 7 January 2010 (UTC)) [[move=sysop](#)] (expires 21:37, 7 January 2010 (UTC)) ([Testing permissions](#)) ([hist](#) | [change](#))

(Latest | Earliest) View (newer 50) (older 50) ([20](#) | [50](#) | [100](#) | [250](#) | [500](#))

## Logs

Clicking **Logs** opens a window that can track a particular user's activity by page title, date range, or both

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## User rights management

From demomwiki

Manage user groups

Enter a username:

Edit user groups

Changing user rights of user [Adm demomwiki](#) ([Talk](#) | [contribs](#))

You may alter the groups this user is in:

- A checked box means the user is in that group.
- An unchecked box means the user is not in that group.
- A \* indicates that you cannot remove the group once you have added it, or vice versa.

Member of: [Bureaucrats](#) and [Administrators](#)

Groups you can change

☐ Bot  
☒ Administrator  
☒ Bureaucrat

Reason for change:

## User Rights

The **User rights management** screen allows control of a user's group rights. You can grant or remove either *Bureaucrat* or *Administrator* group privileges. (See *Appendix D: User Group Rights*, page 23).

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**Find**

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## Recent changes

From demomwiki

Track the most recent changes to the wiki on this page.

Recent changes options

Show last **50** | [100](#) | [250](#) | [500](#) changes in last [1](#) | [3](#) | [7](#) | [14](#) | [30](#) days  
[Hide](#) minor edits | [Show](#) bots | [Hide](#) anonymous users | [Hide](#) logged-in users | [Hide](#) my edits  
 Show new changes starting from [02:52, 19 February 2010](#)

Namespace:  ☐ Invert selection

**18 February 2010**

- [\(User creation log\)](#); 16:47 .. [T.Johnson](#) ([Talk](#) | [contribs](#)) New user account
- [\(diff\)](#) [\(hist\)](#) .. [N User talk:Adm demomwiki/subpage](#); 14:38 .. (+98) .. [Adm demomwiki](#) ([Talk](#) | [contribs](#)) (*Created page with 'Adding a slash after a page name, and then another name, creates a hierarchical subpage.'*)
- [\(diff\)](#) [\(hist\)](#) .. [User:Adm demomwiki](#); 14:32 .. (+24) .. [Adm demomwiki](#) ([Talk](#) | [contribs](#))
- [\(diff\)](#) [\(hist\)](#) .. [Category:Test pages](#); 14:31 .. (-1) .. [Adm demomwiki](#) ([Talk](#) | [contribs](#)) (*Blanked the page*)
- [\(diff\)](#) [\(hist\)](#) .. [N Category:Test pages](#); 14:30 .. (+1) .. [Adm demomwiki](#) ([Talk](#) | [contribs](#)) (*Created page with 'a'*)
- [\(diff\)](#) [\(hist\)](#) .. [User:Adm demomwiki](#); 14:12 .. (+167) .. [Adm demomwiki](#) ([Talk](#) | [contribs](#))
- [\(diff\)](#) [\(hist\)](#) .. [User talk:Adm demomwiki](#); 13:37 .. (+14) .. [Adm demomwiki](#) ([Talk](#) | [contribs](#))

## Recent Changes

A customizable list of all changes that have been made to any pages.

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[Printable version](#) | [Disclaimers](#) | [Privacy policy](#)

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## My watchlist

(for Adm demomwiki)  
[View relevant changes](#) | [View and edit watchlist](#) | [Edit raw watchlist](#)

Watchlist options

5 pages on your watchlist, not counting talk pages.

- Pages which have been changed since you last visited them are shown in **bold**

Below are the last 5 changes in the last 3 days, as of 14:26, 18 February 2010.  
 Show last [1](#) | [2](#) | [5](#) | [12](#) hours [1](#) | [3](#) | [7](#) days [all](#)  
[Hide](#) minor edits | [Hide](#) bots | [Hide](#) anonymous users | [Hide](#) logged-in users | [Hide](#) my edits | [Hide](#) patrolled edits

Namespace:  ☐ Invert selection

**18 February 2010**

- [\(diff\)](#) [\(hist\)](#) .. [User:Adm demomwiki](#); 14:12 .. (+167) .. [Adm demomwiki](#) ([Talk](#) | [contribs](#) | [block](#)) [\[rollback\]](#)
- [\(diff\)](#) [\(hist\)](#) .. [User talk:Adm demomwiki](#); 13:37 .. (+14) .. [Adm demomwiki](#) ([Talk](#) | [contribs](#) | [block](#)) [\[rollback\]](#)

**16 February 2010**

- [\(User merge log\)](#); 14:07 .. [Adm demomwiki](#) ([Talk](#) | [contribs](#) | [block](#)) User Username2 (21) merged to Anonymous (0)
- [\(User merge log\)](#); 14:07 .. [Adm demomwiki](#) ([Talk](#) | [contribs](#) | [block](#)) Deleted user: Username2 (21)
- [\(diff\)](#) [\(hist\)](#) .. [Main Page](#); 11:33 .. (-77) .. [Adm demomwiki](#) ([Talk](#) | [contribs](#) | [block](#)) [\[rollback\]](#)

[Main Page](#) | [About demomwiki](#) | Find:

## Watchlist

A list of pages marked by the user for change tracking.

***TIP:** Users can also set email preferences to automatically generate a notice of changes to watched pages.*

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[Editing help](#)  
[Move this page](#)  
[Delete this page](#)  
[Protect this page](#)

**This page**  
[Discuss this page](#)  
[New section](#)

## Delete "Main Page"

[← Main Page](#)

**Warning: The page you are about to delete has a history: [Page history](#)**  
 You are about to delete a page along with all of its history. Please confirm that you intend to do this, that you understand the consequences, and that you are doing this in accordance with [the policy](#).

Delete
 

Reason for deletion:

Other/additional reason:

☒ Watch this page

No matching items in log. [Edit deletion reasons](#)

## Page Deletion

Clicking **Delete this page** in the left menu allows you to delete a particular page, including all associated logs, its entire history, and all saved older versions.

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[Printable version](#) | [Disclaimers](#) | [Privacy policy](#)

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[Protect this page](#)

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[Discuss this page](#)  
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## Change protection level for "User:Adm demomwiki"

[← User:Adm demomwiki](#)

You may view and change the protection level here for the page [User:Adm demomwiki](#).

Confirm protection
 

Edit
 

Expires:   
 Other time:

Move
 

☒ Unlock move permissions

Expires:   
 Other time:

☐ Protect pages included in this page (cascading protection)  
 Comment:   
 Other/additional reason:

☒ Watch this page

[Edit protection reasons](#)

### Protection log

No matching items in log.

## Page Protection

Clicking **Protect this page** in the left menu allows you to choose which groups have permission to edit, delete, or move a particular page to a different namespace.

Find

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## Statistics

From demomwiki

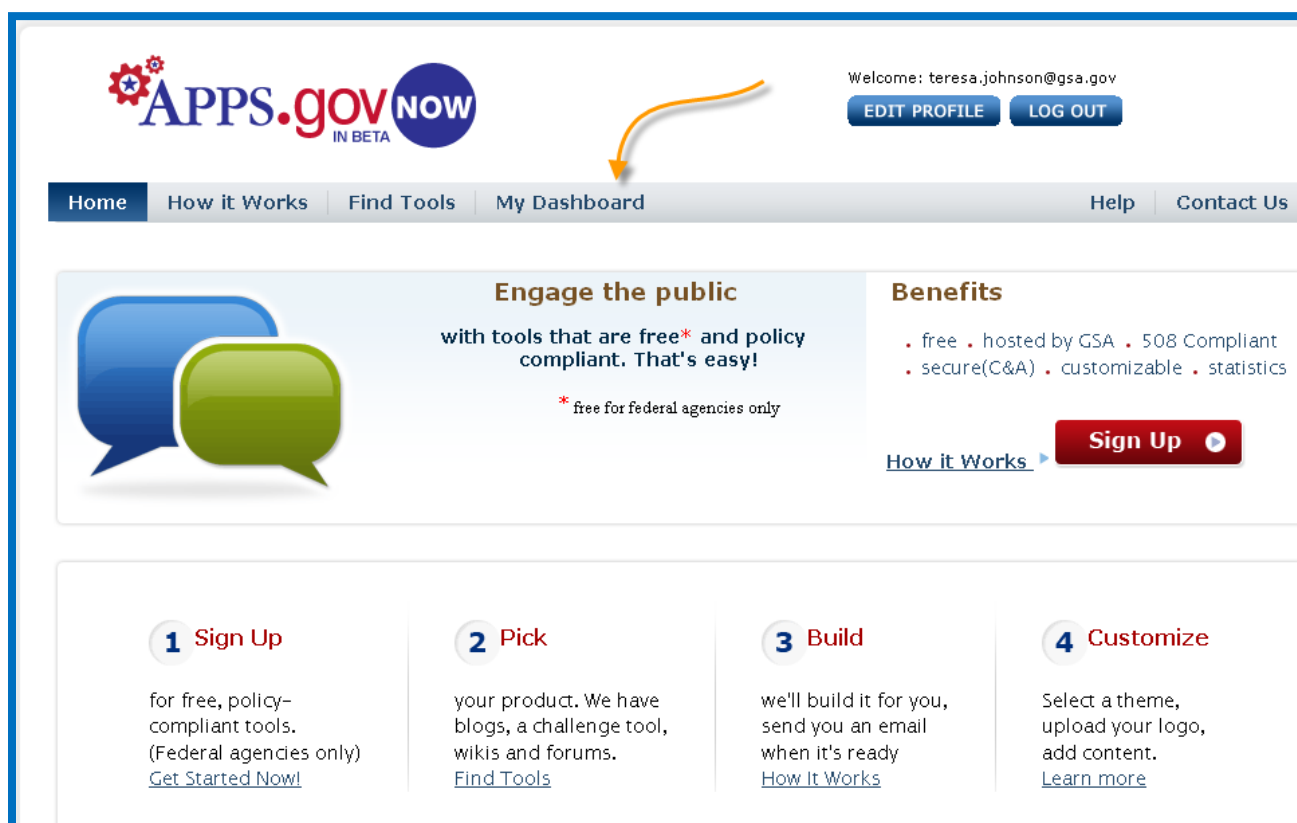
Page statistics	
Content pages	3
Pages (All pages in the wiki, including talk pages, redirects, etc.)	26
Uploaded files	5
Edit statistics	
Page edits since demomwiki was set up	84
Average edits per page	3.23
<a href="#">Job queue</a> length	0
User statistics	
Registered <a href="#">users</a>	12
Active users (Users who have performed an action in the last 7 days)	4
<a href="#">Bots (list of members)</a>	0
<a href="#">Administrators (list of members)</a>	1
<a href="#">Bureaucrats (list of members)</a>	1
View statistics	
Views total	879
Views per edit	10.46
Most viewed pages	
<a href="#">Main Page</a>	544
<a href="#">Testpage</a>	53
<a href="#">User:Adm demomwiki</a>	41
<a href="#">CEP Operations Main Page</a>	36
<a href="#">CEP Operations - Definitions</a>	35
<a href="#">Testpage2</a>	29
<a href="#">User:Azuech</a>	20
<a href="#">demomwiki talk:About</a>	18
<a href="#">MediaWiki:Sidebar</a>	17
<a href="#">User talk:Adm demomwiki</a>	15

[Main Page](#) | [About demomwiki](#) | Find:

Go Search

## Statistics

Clicking **Statistics** in the left menu opens a screen that presents compiled data on pages, edits, users and views.



**Engage the public**  
with tools that are free\* and policy compliant. That's easy!

\* free for federal agencies only

**Benefits**

- free
- hosted by GSA
- 508 Compliant
- secure(C&A)
- customizable
- statistics

[How it Works](#) [Sign Up](#)

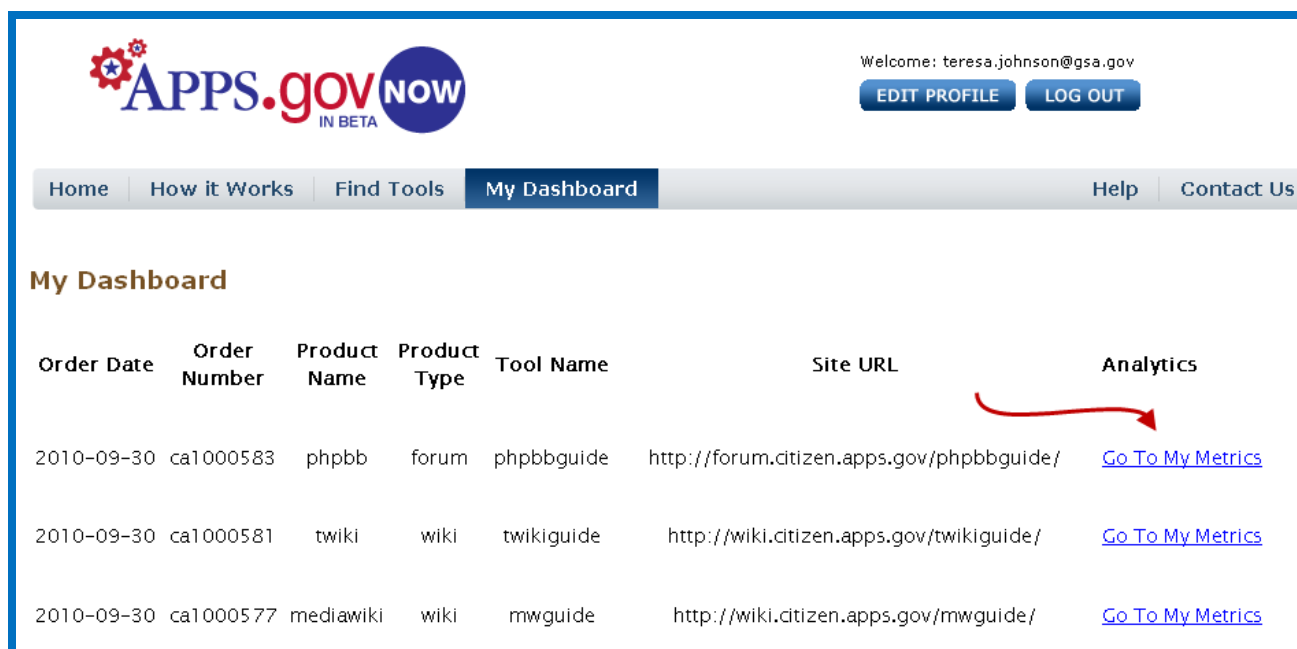
- 1 Sign Up**  
for free, policy-compliant tools.  
(Federal agencies only)  
[Get Started Now!](#)
- 2 Pick**  
your product. We have blogs, a challenge tool, wikis and forums.  
[Find Tools](#)
- 3 Build**  
we'll build it for you, send you an email when it's ready  
[How It Works](#)
- 4 Customize**  
Select a theme, upload your logo, add content.  
[Learn more](#)

## My Dashboard

The *My Dashboard* tab will only appear on the Storefront after a product has been provisioned through APPS.gov Now at <https://citizen.apps.gov/index.php>.

This Storefront tab allows a system administrator access to a summary of provisioned products. From here you can view a variety of statistics and application metric graphs by clicking the “Go To My Metrics” link at the right of each listed product (see below).

**NOTE:** *These graphs may change in upcoming 2010 releases.*



Order Date	Order Number	Product Name	Product Type	Tool Name	Site URL	Analytics
2010-09-30	ca1000583	phpbb	forum	phpbbguide	<a href="http://forum.citizen.apps.gov/phpbbguide/">http://forum.citizen.apps.gov/phpbbguide/</a>	<a href="#">Go To My Metrics</a>
2010-09-30	ca1000581	twiki	wiki	twikiguide	<a href="http://wiki.citizen.apps.gov/twikiguide/">http://wiki.citizen.apps.gov/twikiguide/</a>	<a href="#">Go To My Metrics</a>
2010-09-30	ca1000577	mediawiki	wiki	mwguide	<a href="http://wiki.citizen.apps.gov/mwguide/">http://wiki.citizen.apps.gov/mwguide/</a>	<a href="#">Go To My Metrics</a>

## Appendix A: Useful Links

<http://meta.wikimedia.org/wiki/Help:Contents>

A direct link to the contents page of the MediaWiki User Manual.

<http://www.mediawiki.org/wiki/MediaWiki>

MediaWiki's home site.

<http://my.safaribooksonline.com/9780596156299>

A link to a site with an online version of a book called *MediaWiki, 1<sup>st</sup> Edition*, a good guide to managing a MediaWiki installation. The site requires a subscription to view the book, and also offers a print version.

[http://www.mediawiki.org/wiki/Project:PD\\_help/Copying](http://www.mediawiki.org/wiki/Project:PD_help/Copying)

A page with instructions for copying MediaWiki help documentation into the Help pages on your site.

<http://www.mwusers.com/forums/content.php?128-Welcome>

A MediaWiki users forum site with a variety of useful information.

[http://en.wikipedia.org/wiki/How\\_to\\_edit](http://en.wikipedia.org/wiki/How_to_edit)

A useful quick guide to writing and editing in MediaWiki, with links to other information and a style manual.

## Appendix B: Wikipedia Formatting Cheatsheet

A quick guide to wiki markup text and image formatting codes.

For a much more comprehensive guide, see <http://www.mediawiki.org/wiki/Help:Formatting>

Wiki text	Result
<code>"'italic'"</code>	<i>italic</i>
<code>'''bold'''</code>	<b>bold</b>
<code>''''bold and italic''''</code>	<b><i>bold and italic</i></b>
<code>==heading==</code> <code>===level 2===</code> <code>====level 3====</code> <code>=====level 4=====</code>	Headings in different sizes
<code>[[Link to another page]]</code> <code>[[Link different title]]</code>	Internal Link to another page on the wiki
<code>http://www.test.org</code> <code>[http://www.test.org Text]</code>	External link Link with description
<code>[[fr:Page en français]]</code>	Interwiki link to french Wikipedia (appears under "languages")
<code>[[Category:Example]]</code>	Add article to category "example"
<code>----</code>	horizontal line
<code>* one</code> <code>* two</code> <code>* three</code>	Bullet list
<code># one</code> <code># two</code> <code># three</code>	Numbered list
<code>[[Image:File.jpg Text]]</code> <code>[[Image:File.jpg frame Text]]</code> <code>[[Image:File.jpg thumb Text]]</code>	Image with alternative text Image aligned right with caption Thumbnail
<code>[[Media:File.ogg]]</code>	Download link
<code>{{Name}}</code>	Include template "Name"
<code>--~~~~</code>	Signature (Link to userpage)
<code>--~~~~~</code>	Signature with timestamp
<code>#REDIRECT [[Other article]]</code>	Redirect to another article

<http://www.wikipedia.org>



Wikimedia Foundation  
<http://www.wikimediafoundation.org>  
[info-en@wikimedia.org](mailto:info-en@wikimedia.org)

## Appendix C: Special Pages

This page, accessed by clicking either **Special Pages** at the top right or **More** in the left menu, contains links to nearly all the functional and informational pages in the wiki.

Go
Search

### Browse

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## Special pages

From demomwiki

#### Maintenance reports

- [Broken redirects](#)
- [Dead-end pages](#)
- [Double redirects](#)
- [Long pages](#)
- [Oldest pages](#)
- [Orphaned pages](#)
- [Pages with the fewest revisions](#)
- [Pages without language links](#)
- [Protected pages](#)
- [Protected titles](#)
- [Short pages](#)
- [Uncategorized categories](#)
- [Uncategorized files](#)
- [Uncategorized pages](#)
- [Uncategorized templates](#)
- [Unused categories](#)
- [Unused files](#)
- [Unused templates](#)
- [Unwatched pages](#)
- [Wanted categories](#)
- [Wanted files](#)
- [Wanted pages](#)
- [Wanted templates](#)

#### Lists of pages

- [All pages](#)
- [All pages with prefix](#)
- [Categories](#)
- [Disambiguation pages](#)
- [List of redirects](#)

#### Login / sign up

- [Log in / create account](#)

#### Users and rights

- [Block user](#)
- [Blocked IP addresses and usernames](#)
- [Change password](#)
- [Deleted user contributions](#)
- [Disabled users](#)
- [Merge and delete users](#)
- [Password reset](#)
- [Preferences](#)
- [User contributions](#)
- [User group rights](#)
- [User list](#)
- [User rights management](#)

#### Recent changes and logs

- [Gallery of new files](#)
- [Logs](#)
- [My watchlist](#)
- [New pages](#)
- [Recent changes](#)
- [Related changes](#)
- [Valid change tags](#)

#### Media reports and uploads

- [File list](#)
- [File path](#)
- [MIME search](#)
- [Search for duplicate files](#)
- [Upload file](#)

#### Wiki data and tools

- [Popular pages](#)
- [Statistics](#)
- [System messages](#)
- [Version](#)

#### Redirecting special pages

- [External links](#)
- [Random page](#)
- [Random redirect](#)
- [Search](#)

#### High use pages

- [Most linked-to categories](#)
- [Most linked-to files](#)
- [Most linked-to pages](#)
- [Most linked-to templates](#)
- [Pages with the most categories](#)
- [Pages with the most revisions](#)

#### Page tools

- [Export pages](#)
- [Import pages](#)
- [Mass delete](#)
- [View deleted pages](#)
- [What links here](#)

#### Other special pages

- [Book sources](#)

- Normal special pages.
- Restricted special pages.



## Appendix D: User Group Rights

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## User group rights

From demomwiki

The following is a list of user groups defined on this wiki, with their associated access rights. There may be [additional information](#) about individual rights.

Group	Rights
(all)	<ul style="list-style-type: none"> <li>Create discussion pages (createtalk)</li> <li>Create new user accounts (createaccount)</li> <li>Create pages (which are not discussion pages) (createpage)</li> <li>Read pages (read)</li> <li>Use of the write API (writeapi)</li> </ul>
<a href="#">Users</a> ( <a href="#">list of members</a> )	<ul style="list-style-type: none"> <li>Create discussion pages (createtalk)</li> <li>Create pages (which are not discussion pages) (createpage)</li> <li>Mark edits as minor (minoredit)</li> <li>Move pages (move)</li> <li>Move pages with their subpages (move-subpages)</li> <li>Move root user pages (move-rootuserpages)</li> <li>Override files on the shared media repository locally (reupload-shared)</li> <li>Overwrite existing files (reupload)</li> <li>Purge the site cache for a page without confirmation (purge)</li> <li>Read pages (read)</li> <li>Upload files (upload)</li> <li>Use of the write API (writeapi)</li> </ul>
<a href="#">Autoconfirmed users</a>	<ul style="list-style-type: none"> <li>Edit semi-protected pages (autoconfirmed)</li> </ul>
<a href="#">Bots</a> ( <a href="#">list of members</a> )	<ul style="list-style-type: none"> <li>Be treated as an automated process (bot)</li> <li>Edit semi-protected pages (autoconfirmed)</li> <li>Have one's own edits automatically marked as patrolled (autopatrol)</li> <li>Not create a redirect from the old name when moving a page (suppressredirect)</li> <li>Not have minor edits to discussion pages trigger the new messages prompt (nominomewtalk)</li> <li>Use higher limits in API queries (apihighlimits)</li> <li>Use of the write API (writeapi)</li> </ul>
<a href="#">Administrators</a> ( <a href="#">list of members</a> )	<ul style="list-style-type: none"> <li>Block a user from sending e-mail (blockemail)</li> <li>Block other users from editing (block)</li> <li>Bypass IP blocks, auto-blocks and range blocks (ipblock-exempt)</li> <li>Bypass automatic blocks of proxies (proxyunbannable)</li> <li>Change protection levels and edit protected pages (protect)</li> <li>Create new user accounts (createaccount)</li> <li>Delete pages (delete)</li> <li>Delete pages with large histories (bigdelete)</li> <li>Edit other users' CSS and JS files (editusercssjs)</li> <li>Edit semi-protected pages (autoconfirmed)</li> <li>Edit the user interface (editinterface)</li> <li>Have one's own edits automatically marked as patrolled (autopatrol)</li> <li>Import pages from a file upload (importupload)</li> <li>Import pages from other wikis (import)</li> <li>Mark others' edits as patrolled (patrol)</li> <li>Mark rolled-back edits as bot edits (markbotedits)</li> <li>Mass delete pages (nuke)</li> <li>Move files (movefile)</li> <li>Move pages (move)</li> <li>Move pages with their subpages (move-subpages)</li> <li>Move root user pages (move-rootuserpages)</li> <li>Not be affected by rate limits (noratelimit)</li> <li>Override files on the shared media repository locally (reupload-shared)</li> <li>Overwrite existing files (reupload)</li> <li>Quickly rollback the edits of the last user who edited a particular page (rollback)</li> <li>Reset password of a user (<a href="#">special page</a>) (passwordreset)</li> <li>Search deleted pages (browsearchive)</li> <li>Submit a traceback (traceback)</li> <li>Undelete a page (undelete)</li> <li>Upload files (upload)</li> <li>Upload files from a URL (upload_by_url)</li> <li>Use higher limits in API queries (apihighlimits)</li> <li>View a list of unwatched pages (unwatchedpages)</li> <li>View deleted history entries, without their associated text (deletedhistory)</li> </ul>
<a href="#">Bureaucrats</a> ( <a href="#">list of members</a> )	<ul style="list-style-type: none"> <li>Edit all user rights (userrights)</li> <li>Merge users (usermerge)</li> <li>Not be affected by rate limits (noratelimit)</li> </ul>
<a href="#">emailconfirmed</a>	<ul style="list-style-type: none"> <li>Edit pages (edit)</li> </ul>